

**JOB ANNOUNCEMENT  
COMPETITION NOTICE**

**U.S. DEPARTMENT OF LABOR**  
An Equal Opportunity Employer

<b>Position: Mathematical Statistician, GS-1529-07</b> <hr/> <i>*Applications received within 10 workdays after the opening date will receive first consideration</i>	<b>Announcement No: DEU-97-21</b>
<b>Salary Range: \$28,208 pa - \$35,462 pa</b>	<b>Opening Date: 08/08/97</b>
<b>Organizational/Geographic Location:</b>  Bureau of Labor Statistics Washington, DC	<b>Closing Date: 11/03/97</b>
<b>Duty Station: Washington, DC</b>	<b>Number of Vacancies: *Multiple</b> <b>Bargaining Unit: Local 12</b>
	<b>Promotion Potential: GS-11</b>
	<b>Civil Service Status Required:*</b> Yes__ No <u>X</u>
	<b>Career/Career Conditional</b>
	<b>Full-time Position: Yes</b>
	<b>Area of Consideration:</b> All sources (Status & Non-Status may apply)

\\\*Applications will also be accepted from noncompetitive status persons within the area of consideration who meet the requirements of certain excepted appointment authorities such as VRA, physically handicapped, 30 percent or more disabled veterans, or mentally retarded.

**Position Duties and Responsibilities:**

Mathematical Statisticians perform professional work involving the development and adaptation of mathematical statistical theory and methodology for a wide variety of statistical investigations. They investigate and evaluate the applicability, efficiency, and accuracy of the theory and methods used by subject-matter specialists or other statisticians in various statistical programs and studies.

**Qualification Requirements:**(Applicants must meet qualification, legal, and regulatory requirements for the position by closing date of this vacancy announcement.)

A bachelor's degree which includes 24 semester hours in mathematics and statistics, of which at least 12 semester hours are in mathematics and 6 semester hours are in statistics; or courses in an accredited college or university consisting of 24 semester hours in mathematics and statistics, of which at least 12 semester hours are in mathematics and 6 semester hours are in statistics; plus appropriate experience or education which when combined with the specified course work will total 4 years of education and experience and the applicant professional knowledge comparable to that which would have been acquired through the successful completion of the 4-year college course described above. Courses acceptable toward meeting the mathematics course requirements must have included at least two of the following: Differential Calculus, Integral Calculus, Advanced Calculus, Theory of Equations, Vector Analysis, Advanced Algebra, Linear Algebra, Mathematical Logic, Differential Equations, or any other advanced courses in mathematics for which one of these is a prerequisite.

In addition to the above basic requirements, applicants must meet one of the following **Superior Academic Achievement at the bachelor's level evidenced by:**

- a. *standing in the upper third of your college class or major university division; or,*
- b. *possessing a grade point average of "B" (3.0 OR 2.95 rounded to 3.0 on a 4.0 scale) or its equivalent for all undergraduate course work, or for all courses taken during the last 2 years; or,*
- c. *possessing a "B+" average (3.5 on a 4.0 scale) or its equivalent for all courses in your academic major or for all courses taken during the last 2 years; or*
- d. *having membership in one of the national honorary societies (other than freshman societies) accepted by the Association of College Honor societies; or*

One full academic year of graduate education in an appropriate field; or

One year of specialized experience in an appropriate field which must have been at or comparable to the GS-05 level.

Specialized experience is defined as experience in statistical work such as sampling, collecting, computing and analyzing statistical data

and applying known statistical techniques to data such as measurement of central tendency, sampling error, simple and multiple correlation analysis of variance, tests of significance, etc.

### **I. CONDITIONS OF EMPLOYMENT**

- A. You must be a U.S. Citizen (or owe allegiance to the U.S.) to be considered for this position.
- B. You must be at least 16 years of age.
- C. The following statements apply if checked:

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| <input type="checkbox"/> Requires a security clearance                         | <input type="checkbox"/> Subject to frequent overtime              |
| <input type="checkbox"/> Requires a medical examination                        | <input type="checkbox"/> Subject to frequent travel                |
| <input type="checkbox"/> Subject to financial disclosure requirements          | <input type="checkbox"/> Requires a valid drivers license          |
| <input type="checkbox"/> Requires a supervisory/managerial probationary period | <input type="checkbox"/> Subject to geographic mobility            |
| <input type="checkbox"/> if the requirement has not been met                   | <input type="checkbox"/> Subject to drug test prior to appointment |

### **II. BASIS OF RATING**

Applicants who meet the qualification requirements will be rated on the basis of relevant experience, education, related volunteer experience, training, job related awards and the rating factors listed below. Eligible candidates will be further evaluated by using the narrative statement as the basis in determining the best qualified applicant. These rating factors are assigned values and defined by a crediting plan. This process will determine who will be referred to the selecting official. Applicants are encouraged to submit a supplemental statement addressing the following rating factors.

#### **RATING FACTORS**

1. Knowledge of mathematical statistics including probability theory, sampling theory, and sampling techniques.
2. Knowledge of computer programming and/or statistical software packages.
3. Ability to plan and organize.
4. Ability to communicate in writing.

### **III. HOW TO APPLY**

You may submit an Optional Application for Federal Employment (OF-612), a resume **or** any other written format, including a Standard Form (SF) 171, you choose. Certain information is needed in order to evaluate your qualifications for the job; therefore, your application **must** contain the following information:

- Vacancy announcement number, title, series, grade for the job for which you are applying
- Full legal name and mailing address
- Social Security Number
- Daytime and evening telephone numbers
- For experiences most relevant to the position, include name of employer, complete dates of employment, job title, start and end dates, a description of your duties and responsibilities and hours worked per week for each job listed
- Title, series and grade and dates of highest Federal civilian position held
- For education, include name, city, and state of high school and colleges/universities attended as well as date of diploma or GED. Also include type and year of any degrees received and majors. If no degree, include total credits earned and indicate whether semester or quarter hours. Do not send transcripts unless checked below.
- To receive credit for relevant training, list seminar/course titles, dates, number of hours and name of the institutions from which training was received.
- Description of honors, awards, and special qualifications such as language skills, computer skills along with dates acquired, if relevant to position.
- If applying for reinstatement or transfer, attach a copy of the appropriate SF-50, Notification of Personnel Action, which confirms your status.
- Veterans Preference: If you served on active duty in the U.S. Military and were separated under honorable conditions, you may be eligible for veteran preference. To receive preference if your service began on or after October 15, 1976, you must have a Campaign Badge, Expeditionary Medal or a service connected disability.
- \*To claim 5-point preference, attach a copy of your DD-214, Certificate of Release or Discharge from Active Duty or other proof of eligibility.
- \*To claim 10-point preference, attach an SF-15, Application for 10-point Veteran Preference, plus proof required by that form.

#### **The following material is required if checked:**

- ☒ -- Copy of college transcript.
- ☒ -- Supplemental statement addressing rating factors

#### ***Mail your application to, or secure forms or information from:***

Bureau of Labor Statistics  
Examining Unit, Room 4280  
2 Massachusetts Avenue N.E.  
Washington, DC 20212-0001  
ATTN: NICOLE TAYLOR (202) 606-6628

***An incomplete application package may result in your being considered ineligible.***

**ADDITIONAL INFORMATION TO APPLICANTS**

- All qualified candidates will receive consideration for this position without regard to race, color, religion, sex, age, national origin, disability, political affiliation, labor organization affiliation, marital status, or other non-merit factors.
  - Male applicants born after December 31, 1959, must be registered with Selective Service System (or have an exemption) to be eligible for a Federal job.
  - Use of postage paid government agency envelopes to file job applications is a violation of Federal law and regulation.
  - Information submitted must be certified as accurate prior to appointment.
  - See attached procedures for applying to ICTAP.
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**HOW TO ADDRESS RATING FACTORS**

For each item, describe what you consider to be your major accomplishment demonstrating that you have the knowledge, skill or ability identified. These accomplishments might have resulted from anything you have done in any kind of setting - such as paid work, volunteer service, educational endeavor, hobby, etc. The accomplishments may be either a specific incident or examples of sustained high performance over a period of time.

For each accomplishment include the following:

1. Describe the problem to be solved or the objective to be achieved.
2. Describe what you actually did and when (approximate dates).
3. State the outcome, result, or success of your accomplishment.
4. Estimate a percentage directly attributable to you for the outcome of the activity.  
If you do not give an estimate you will be claiming total credit for the accomplishment.
5. Give the grade received if the accomplishment relates to an education or training experience.
6. Provide the name and if possible the address and telephone number of someone who can verify the information. Be sure to indicate whether the person was your supervisor, co-worker, instructor, chairman of committee, etc. Do not provide information on your current employer if you do not want your current employer contacted.

Read the sample question and accomplishment. Carefully complete each accomplishment. Do not overlook accomplishments gained through academic coursework or extracurricular activities. Coursework must be described in terms of accomplishments with grade indicated.

**SAMPLE**

**THIS SAMPLE IS NOT RELATED TO THE POSITION FOR WHICH YOU ARE APPLYING.**

**Sample Statement/Question:**

Budget Analysts must analyze complex technical data and other information using logic and quantitative reasoning abilities.

**Sample Accomplishment**

As a management analyst at Smythe-Jones, Inc. (April 1974 to July 1975), I established statistical formulas for new computer programs. The formulas were to provide statistical indices for measuring the schedule and cost effectiveness of various installations and contractors. Using available data elements, I developed formulas that provided indices showing schedule status in terms of dollars worth of work, cost status and function of schedule status, and trend projections for anticipated costs at completion based upon performance to date.

These formulas were subsequently incorporated into the computer programs, which were provided to operating officials on a monthly basis. Based on the indices produced, I was able to project a significant cost overrun for a major contractor on its largest contract. The contractor denied the problem would overrun but the next three months showed the indices to be correct. The contractor then admitted there would be a significant overrun.

Eighty-five percent of this accomplishment was my work. Mr. John Adams (supervisor), 301 Spring Street, San Francisco, California can verify this accomplishment. His telephone number is 415-555-3461.

**DISPLACED EMPLOYEES REQUESTING SPECIAL SELECTION PRIORITY CONSIDERATION UNDER THE INTERAGENCY  
CAREER TRANSITION ASSISTANCE PROGRAM (ICTAP)**

Displaced Federal employee may be entitled to receive special priority selection under the ICTAP. To receive this priority consideration you

1. Submit a copy of the appropriate documentation such as a RIF separation notice, a letter from OPM or your agency documenting your priority consideration status with your application package. The following categories of candidates are considered displaced employees:
  - A. Current or former career or career-conditional (tenure group I or II) competitive service employees who:
    1. Received a specific RIF separation notice; OR
    2. Separated because of a compensable injury, whose compensation has been terminated, and whose former agency certifies that it is unable to place; OR
    3. Retired with a disability and whose disability annuity has been or is being terminated; OR
    4. Upon receipt of a RIF separation notice retired on the effective date of the RIF and submits a Standard Form 50 that indicates "Retirement in lieu of RIF"; OR
    5. Retired under the discontinued service retirement option; OR
    6. Was separated because he/she declined a transfer of function or directed reassignment to another commuting area; OR
  - B. Former Military Reserve or National Guard Technicians who are receiving a special Office of Personnel Management (OPM) disability retirement annuity under section 8337(h) or 8456 of title 5 United States Code.
2. Be applying for a position at or below the grade level of the position from which you have been separated. The position must not have a greater promotion potential than the position from which you were separated.
3. Have a current (or last) performance rating of record of at least fully successful or equivalent. It must be submitted with your application package. (This requirement does not apply to candidates who are eligible due to compensable injury or disability retirement).
4. Occupy or be displaced from a position in the same local commuting area of the position for which you are requesting priority consideration.
5. File your application by the vacancy announcement closing date and meet all the application criteria (e.g., submit all required documentation, etc.)
6. Be rated well-qualified for the position. The applicant is rated by the agency to be above minimally qualified candidates in accordance with the agency's specific selection process. To be rated above minimally qualified, ICTAP applicants must receive a rating of 87 and above.